



Adult Education RFP Q & A

March 23, 2017

Q: Can you please confirm our match amount for next year?

A: Budget discussions and clarifications will take place after the grant awards are announced.

Q: In regard to the RFP for Corrections Education - can there be an award for each MACO District?

A: No, the Corrections Education RFP will be awarded to one (1) provider to coordinate statewide services.

Q: If application is made for the Corrections Education RFP, can services be provided to more than one MACO district?

A: Yes.

Q: Can I provide services to a correctional institution in my MACO district and include that in my RFP for Adult Education?

A: Yes

Q: As we are responding to the RFP and we are using research in our answer, do we need to cite our sources?

A: Yes. Due to the limited character count, please cite sources in parentheses following the research used.

March 22, 2017

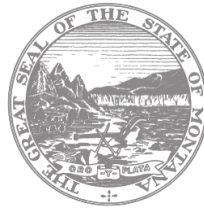
Q: Will the successful applicant be required to serve the entire MACO district?

A: Yes.

Q: How will the OPI respond if there is no applicant in a MACO district?

A: In the event there is no applicant in a MACO district, the first step will be to re-run the competition.

March 21, 2017



Q: Are we able to serve adults with a high school diploma who TABE below a 12.9?

A: Yes.

Q: Is the information in Table 5 updated to include those students whose training had to be verified after the initial data match and if not, is there a way to get updated information to include in the RFP proposals?

A: Yes, the data is updated based on the follow-up information you provided.

March 20, 2017

Q: Is it possible for two programs to collaborate on one RFP and work together to provide AE services and/or additional services in our respective areas with each program acting as their own fiscal agent in the same MACO District? If so, what format should be followed and how should the RFP be submitted?

A: Consortium applications must have a single fiscal agent. The AE RFP will be awarded to 11 district providers (one per each MACO district, and districts 1 and 2 combined) who will be responsible for managing district services. This scope of services is aimed at district-centralized administration to maximize funds and coordinate program objectives.

Q: Can there be two or more Adult Education providers awarded grants in the same MACO district? On page 6, collaboration refers to two or more providers/agencies working together to provide AE services and/or additional services in their respective area with each organization/agency acting as its own fiscal agent. On page 4, it states a consortium or coalition of the agencies, organizations, institutions, libraries, or authorities may apply for this grant.

A: No. There will only be one AE provider awarded per MACO district. The intent of the language on page 6, is to encourage the AE providers to work collaboratively with the other Core Partners and appropriate agencies to provide non-duplicative Adult Education services. On page 4, the consortium or coalition is referring to the agencies listed (1-8) who are eligible to apply as a consortium with one application and one fiscal agent.

Q: If we decided to apply as a consortium, would each program still submit their own budget and would the boards and directors' positions still be in place?

A: The consortium would need to determine the director for the consortium as well as the need and the role of the existing boards. There would be one budget submitted.

Q: As a non-profit, will I be required to submit all of the documents listed on page 21?



A: In the event that a CBO, FBO, volunteer literacy organization, or public/private nonprofit agency is awarded to be the MACO district provider, the OPI may ask for submission of some or all of the documents listed on page 21. There will be discussion with the provider at that time.

Q: On page six under Direct Services to Students the RFP reads services such as classroom teaching activities, textbooks, teaching supplies including computers and software, classroom supplies, etc. Direct services to students must account for 95 percent of requested funds. Would personnel hired and paid for out of the grant be considered a direct service, as long as they work directly with eligible participants?

A: Yes, personnel hired and paid for out of the grant be considered a direct service.

Q: Are page numbers missing?

A: Due to formatting issues last week, page numbers appeared to be missing. However, the RFPs have now been updated and all page numbers are correct.

Q: There are a number of assurances at the front of the RFP. The directions say that the section is to be reviewed by the chief administrative and district adult learning center director of the applicant's organization and that they need to include required signatures; however, the signature pages on page 24, 29, 31 and 34 only have spaces for one signature. Do you want signatures from both of the individuals who review the assurances and if so, how do you want them on the page?

A: Please follow the directions at the bottom of each assurances page. The authorized representative of the applicant must certify that he or she has read, understood, and will comply with all the provisions and assurances.

Q: Is page 39 part of Section C Demonstrated Effectiveness on page 37 and if so is it counted in the character limit and how are the 3 goals scored in the review?

A: Yes, it is all part of Section 3-Demonstrated Effectiveness. On the scoring rubric it states: The applicant must describe the degree to which the program will establish measurable goals for participant outcomes. Both the narrative response and response to the three goals will be taken into consideration when the application is scored.

Q: What three years of data should be referenced for an existing provider?

A: Please use 2013, 2014, and 2015.

March 14, 2017

Q: Is there a deadline for submitting questions for the adult education RFP?

A: Monday, April 10th, is the final day for any RFP related questions.

Elsie Arntzen, Superintendent

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Q: Is an email to you the preferred way to submit a question?

A: Yes. Any questions relating to the RFP must be directed to Katie Spalinger, Adult Education State Director, at Katie.Spalinger@mt.gov. Responses will be available the day following the question submission and posted on the OPI website.